

# **Regional Branches of the National Archives**

**National Archives and  
Records Service  
General Services  
Administration  
Washington, DC 20408**

**Seattle**  
**New York**  
**Philadelphia**  
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## **Regional Branches of The National Archives**

### **General**

The National Archives of the United States document American history from the First Continental Congress and include the permanently valuable records of the three branches of the Federal Government. The archives are preserved and made available because of their continuing practical utility for the necessary processes of government, for the protection of both public and private rights, and for research use by scholars, students, and the general public. The General Services Administration, through the National Archives and Records Service (NARS), is responsible for administering the National Archives of the United States. NARS operates a nationwide system of depositories that include the National Archives Building in Washington, D.C., eight Presidential libraries, and Federal records centers, 11 of which include archives branches.

### **Regional Archives Branches**

The 11 regional archives branches, established in 1969, generally preserve and make available for research use those U.S. Government records of permanent value created and maintained by field offices of Federal agencies that are useful primarily for documenting regional and local activities. In addition to accessioning original records, regional archives branches have begun to acquire and will receive over a period of years copies of many of the NARS microfilm publications, which are described below. Research rooms, a basic reference library, microfilm reading equipment, and document reproduction facilities are available at the archives branches. Regional archives are housed in stack areas with automatically controlled temperature and humidity. Regional archives branches are responsible for a variety of archival functions, including arranging records, preparing finding aids, performing reference services, preserving documents, and declassifying records. They also prepare exhibits of their holdings, provide consultant services to institutions on exhibiting and preserving records, and work with colleges and universities in developing programs whereby students and faculty may make more effective use of archival resources in research projects. Thus students are provided with a valuable opportunity to learn about primary sources and to develop skills in their use.

Most branches periodically sponsor symposia in cooperation with other institutions or scholarly organizations. The symposia bring together interested persons to discuss archival administration or research potential of the branches' holdings and of other depositories in the regions.

### **Records Holdings**

Archival holdings vary from region to region. As a rule, each regional archives branch accessions records from field offices of Federal agencies located in the region served by that branch. Because certain Federal field activities are normally performed in all regions, many of the records accessioned by the several archives branches are similar. Briefly described below are records common to most branches and records unique to a few branches. For additional information on particular holdings, inquiries should be directed to the appropriate branch.

### **Records Common to Several Branches**

*Records of District Courts of the United States.* These include criminal, civil, admiralty, and bankruptcy dockets and case files, indexes, and related records. Depending upon when the court was established, these records are dated from 1789 to the late 1950s. In addition, some archives branches have British Vice-Admiralty records, U.S. circuit court records, Confederate district court records, and U.S. territorial court records. Branches have also accessioned records of U.S. attorneys and marshals, which are closely related to the U.S. district court records.

*Records of the United Courts of Appeals.* These include appellate jurisdiction dockets and case files dating from 1891 to the late 1950s.

*Records of the Bureau of Indian Affairs.* Included are a wide variety of records documenting the field activities of the Bureau, such as reports; administrative and correspondence files; birth, death, and marriage registers; censuses of tribes; and school records. The records are dated from the mid-19th century to 1952. Records of some discontinued superintendencies, agencies, and schools are in the National Archives Building, Washington, D.C. (most of these records are dated before 1900).

*Records of the Bureau of Customs.* Records, 1790-1926, relating to the administration of various customs districts concerning importation and exportation of merchandise, collection of tonnage taxes, entrances and clearances of vessels, collection and accounting of money for marine hospitals, accounting of the monies collected, and registration of seamen.

*Records of the Office of the Chief of Engineers.* These engineer district records, dating generally from 1807 to the early 1960s, include reports, correspondence, maps, and other records relating to land acquisition, fortification, conservation, and navigation.

*Other records.* In addition to the above, records have been or soon will be accessioned by some archives branches from field offices of the following agencies: Bureau of Land Management and National Park Service, Department of the Interior; Forest Service, Department of Agriculture; Bureau of the Census, Department of Commerce; Internal Revenue Service and Bureau of the Mint, Department of the Treasury; and U.S. Coast Guard, Department of Transportation. Records of some terminated agencies have also been accessioned. These include records of the War Manpower Commission, Wage and Salary Stabilization Boards of the Economic Stabilization Agency, Office of the Housing Expediter, Office of Price Administration, National Recovery Administration, Committee on Fair Employment Practice, Office of Price Stabilization, Office of Economic Opportunity, Community Services Administration, and the Bicentennial Administration. All archives branches have received copies of the study reports of the Public Land Law Review Commission, a survey of the natural resources of the United States.

#### **Records Unique to a Single Branch**

Of special interest are records of the Government of American Samoa, 1899-1965, in the Archives Branch, San Francisco; the registration cards for the 24 million men who registered for the U.S. draft, 1917-18, in the Archives Branch, Atlanta; and records of the Office of the Governor of Alaska, 1884-1958, records of the U.S. Commission for the U.S. Science Exhibit at the Seattle World's Fair, 1956-63, and the papers of Sir Henry Wellcome, 1856-1936, in the Archives Branch, Seattle.

### **Holdings of Microfilm Publications**

NARS is depositing in regional archives branches copies of its microfilm publications. These publications, on 35- and 16-mm. microfilm, reproduce with introductions and annotations some of the most significant records in the National Archives Building. They contain basic documentation for the study of history, economics, public administration, political science, law, ethnology, genealogy, and other subjects. Included are records of U.S. diplomatic missions, large bodies of material relating to Indian affairs, the Revolutionary and Civil Wars, German records captured at the end of World War II, territorial papers, and census returns, including the 1910 census. *Prologue: The Journal of the National Archives* periodically lists the microfilm publications deposited in the regional archives branches.

### **Archives Branches and Areas Served**

For each of the following, address inquiries to:

Regional Archivist  
Federal Archives and Records Center

#### ***Boston***

380 Trapelo Road  
Waltham, MA 02154  
(Telephone 617-647-8100; hours 8 a.m.-4:30 p.m.,  
Mon.-Fri. Serves Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.)

#### ***New York***

Building 22—Military Ocean Terminal Bayonne  
Bayonne, NJ 07002  
(Telephone 201-823-7252; hours 8 a.m.-4:30 p.m.,  
Mon.-Fri. Serves New Jersey, New York, Puerto Rico, and the Virgin Islands.)

#### ***Philadelphia***

9th and Market Streets  
Philadelphia, PA 19107  
(Telephone 215-597-3000; hours 8 a.m.-5 p.m.,  
Mon.-Fri.; 9 a.m.-1 p.m., 1st and 3rd Sat. of each  
month. Serves Delaware, Pennsylvania, Maryland, Virginia, and West Virginia.)

*Chicago*

7358 South Pulaski Road  
Chicago, IL 60629  
(Telephone 312-581-7816; hours 8 a.m.-4:30 p.m.,  
Mon.-Fri. Serves Illinois, Indiana, Michigan, Min-  
nesota, Ohio, and Wisconsin.)

*Atlanta*

1557 St. Joseph Avenue  
East Point, GA 30344  
(Telephone 404-763-7477; hours 8 a.m.-5 p.m.,  
Mon.-Fri. Serves Alabama, Georgia, Florida, Ken-  
tucky, Mississippi, North Carolina, South Caro-  
lina, and Tennessee.)

*Kansas City*

2306 East Bannister Road  
Kansas City, MO 64131  
(Telephone 816-926-7271; hours 8 a.m.-4 p.m.,  
Mon.-Fri. Serves Iowa, Kansas, Missouri, and  
Nebraska.)

*Fort Worth*

501 West Felix Street (building address)  
P.O. Box 6216 (mailing address)  
Fort Worth, TX 76115  
(Telephone 817-334-5525; hours 8 a.m.-4 p.m.,  
Mon.-Fri. Serves Arkansas, Louisiana, New Mex-  
ico, Oklahoma, and Texas.)

*Denver*

Building 48, Denver Federal Center  
Denver, CO 80225  
(Telephone 303-236-0818; hours 7:30 a.m.-4:30  
p.m., Mon.-Fri. Serves Colorado, Montana, North  
Dakota, South Dakota, Utah, and Wyoming.)

*San Francisco*

1000 Commodore Drive  
San Bruno, CA 94066  
(Telephone 415-876-9009; hours 8 a.m.-4:30 p.m.,  
Mon., Tues., Thurs., and Fri.; 8 a.m.-8:30 p.m.,  
Wed. Serves California except southern Califor-  
nia, Hawaii, Nevada except Clark County, and the  
Pacific Ocean area.)

*Los Angeles*

24000 Avila Road  
Laguna Niguel, CA 92677  
(Telephone 714-831-4220, hours 8 a.m.-4:30 p.m.,  
Mon.-Fri. Serves Arizona; the southern California  
counties of Imperial, Inyo, Kern, Los Angeles,  
Orange, Riverside, San Bernadino, San Diego,  
San Luis Obispo, Santa Barbara, and Ventura;  
and Clark County, Nev.)

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*Seattle*

6125 Sand Point Way NE  
Seattle, WA 98115  
(Telephone 206-526-6507; hours 7:45 a.m.-4:15  
p.m., Mon.-Fri. Serves Alaska, Idaho, Oregon,  
and Washington.)

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\*Archives branches accession records from field offices of U.S. Government agencies located in the area served except that agencies in the District of Columbia retire records to the Washington National Records Center, Washington, D.C. 20409.

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